

A photograph of three young people standing in a hallway with vibrant neon lighting. On the left, a woman with bright red curly hair wears a black leather jacket and black pants. In the center, a man with short dark hair wears a brown jacket and black pants. On the right, a woman with red hair wears a brown jacket and light-colored pants. The hallway walls are lined with vertical neon tubes in shades of blue, purple, and pink. The floor is dark and reflective.

YOUTH MUSIC

**PARTNERSHIP MANAGER
RECRUITMENT PACK
AUGUST 2023**

About Youth Music

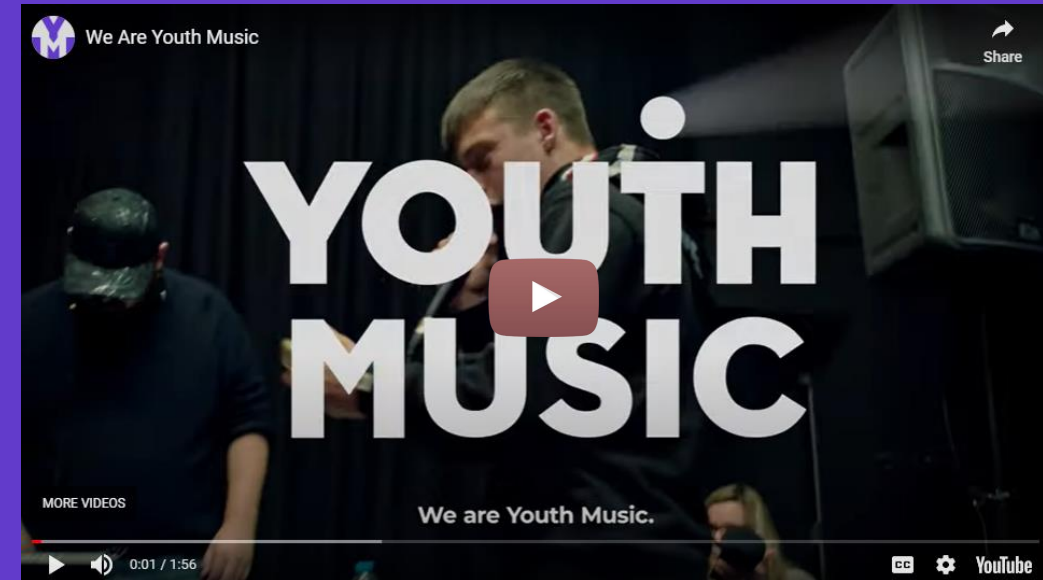
We're the UK's leading young people's music charity. We believe that every young person should have the chance to make, learn and earn in music.

Yet our research shows that many can't because of who they are, where they're from or what they're going through.

Through our insights, influence, and investment in grassroots organisations, we make sure more young people aged 0-25 can make, learn and earn in music nationwide.

Youth Music is a national charity funded thanks to the National Lottery via Arts Council England, players of People's Postcode Lottery and support from partners, fundraisers and donors.

Find out more about our work on the [Youth Music Website](#) and read more about our funding programmes on the [Youth Music Network](#).



Every year we partner with over **500** music projects, reaching **100,000** young people.

[Play the two minute video above](#) to find out more.



97% of attendees in 2022 told us that the Youth Music Awards is helping to build a more diverse and inclusive music industry.

WHAT WE DO

Distribute Funding ↗

As a national foundation our core work is giving grants to other charities, arts venues, youth clubs, nurseries, music businesses (and more), to run projects that support young people to make, learn or earn in music.

Campaign ↗

Using our evidence and insights we campaign alongside young people to equalise access to music.

Fundraise ↗

The money we distribute is fundraised from the lottery, corporate partnerships and campaigns like Give a Gig.

Youth Music Awards ↗

Every year we celebrate the most forward-thinking projects and people making, learning and earning in music. This helps engage industry partners in our work.

NextGen Community ↗

We support young creatives aspiring to build and work in the music industries of the future by offering access to funding, paid opportunities and industry connections.

INFLUENCE

Our evidence and impact enables us to powerfully advocate for systemic change and raise more funding for the sector.

INSIGHTS

Our unique national view of the grassroots music landscape provides a wealth of data enabling us to make strategic investments in high impact projects.

YOUTH MUSIC

OUR MODEL

INVESTMENT

We know where and how to invest our funds, reaching around 100,000 young people each year who would otherwise miss out.

INFRASTRUCTURE

Over 20+ years we've built up a national grassroots infrastructure that ensures the future of music is more creative, more diverse and more inclusive.

**MEET ONE OF THE 500 LIFECHANGING
PROJECTS WE SUPPORT EVERY YEAR**



Our Values

Bold

Leading change means taking informed risks, however uncomfortable.

Responsive

Like the young people we work with, we're constantly growing and open-minded.

Inclusive

We take a proactive and leading approach to Inclusion, Diversity, Equality and Accessibility.

Trusting

The biggest impact will come from collaborating with and enabling others.

Enterprising

We think creatively and act dynamically.

Our Strategic Framework 2023-2026

Outcome 1


Equalise access and outcomes for children and young people by investing in creative opportunities for those facing the biggest barriers.

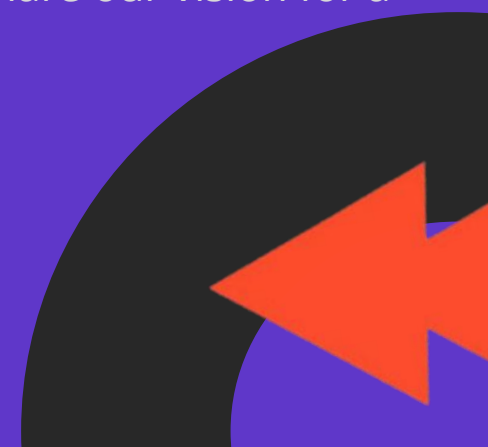
Outcome 2

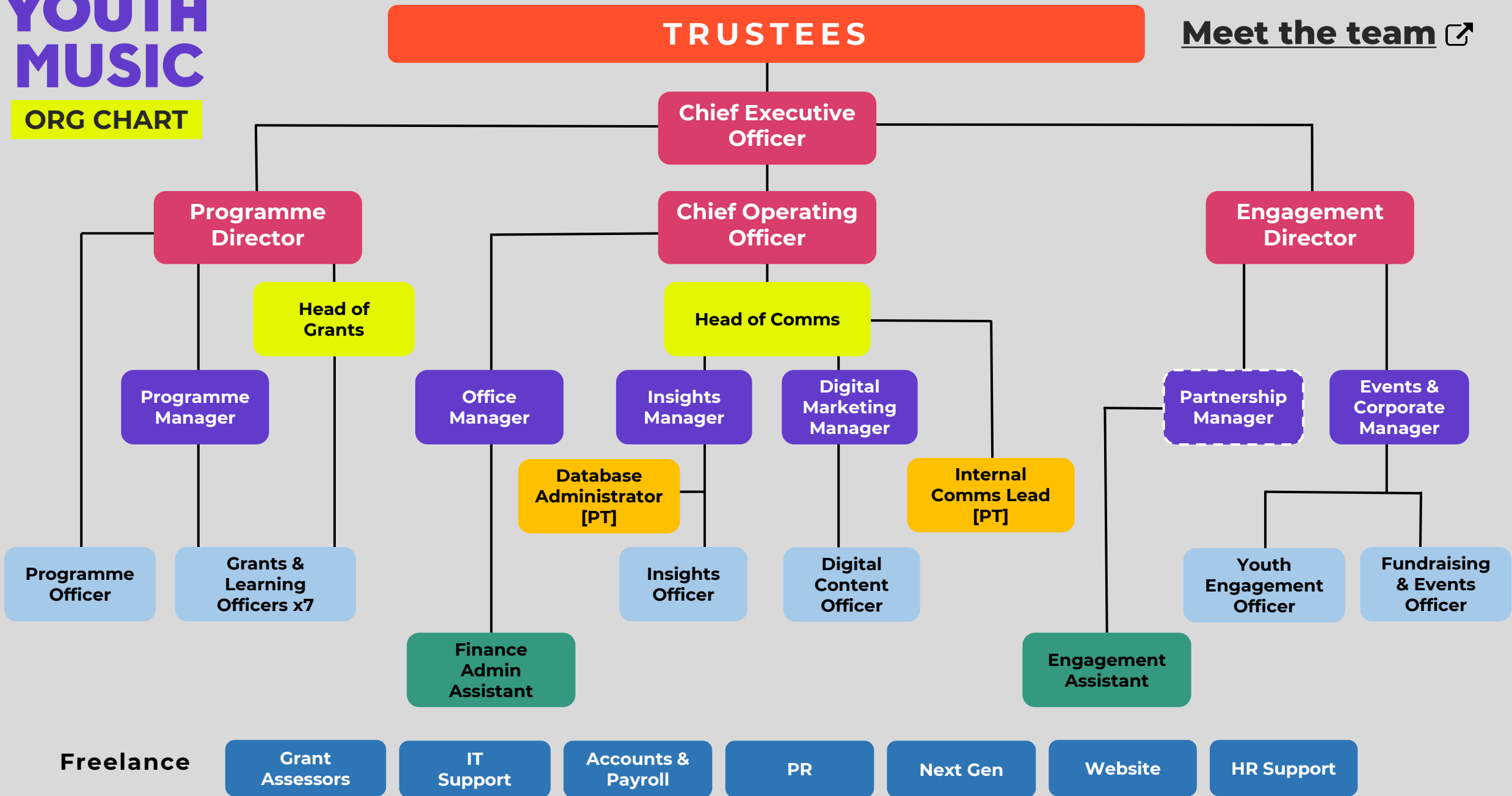
Empower projects and professionals to survive and thrive by supporting the national grassroots infrastructure to grow and develop.

Outcome 3

Inspire change amongst the creative ecosystem by collaborating with those who share our vision for a more inclusive future.

Read more about our work
in our latest [Impact Report](#) 





Commitment to Diversity & Equal Opportunities

Youth Music is an equal opportunities and Living Wage employer. We are committed to attracting, recruiting and retaining diverse candidates. It's important that our team reflects the communities we serve. All our staff are members of an inclusion, diversity, equality and access (IDEA) working group to stimulate, inform and platform good IDEA practice at Youth Music.

We especially welcome applications from people from under-represented groups and are committed to making adjustments that would support you in applying for or carrying out the role. We are currently under-represented by people from within the Trans community, people from the LGBTQ+ community, Disabled people and people from the Global Majority. If you are Disabled and your application meets the minimum criteria for the post, we will offer you a guaranteed interview.

Please contact constance.dingri@youthmusic.org.uk if you have a disability and/or access requirements or if you wish us to consider any other reasonable adjustments to ensure the interview process is fully accessible.

[Our Equality, Diversity and Inclusion Statement](#) 

Photo of young musicians from The Spark Arts For Children



Photo of Youth Music NextGen
Community members



About the role

Partnerships are at the heart of our work at Youth Music, both as a funder and fundraising charity. Building strong strategic partnerships enables us to:

- secure vital funding for Youth Music and grassroots music projects
- open meaningful progression opportunities for young people
- raise the profile of this work and amplify its impact

This is an exciting moment to join Youth Music. Having significantly grown our corporate and music industry relationships in recent years we are looking to diversify our fundraising pipeline while maintaining and strengthening existing partnerships. This role will lead a refreshed fundraising strategy, cultivating strong relationships with potential new partners and creating opportunities for them to collaborate and invest in Youth Music via our funds, programmes, events and fundraising initiatives (See our current approach to partnerships on next slide).

The role sits in our Engagement team, which encompasses youth engagement, corporate partnerships, major donors, events, and fundraising. You will report into the Engagement Director and line manage our Engagement Assistant.

About you

You thrive on building new connections and forging strong relationships with people and businesses that share our passion for equalising access to music. You'll have proven experience in a partnerships, business development or fundraising role, with a strong track record of income generation and pipeline management.

You're an outstanding communicator, skilled in engaging new people in your work. Your tenacious, organised, systematic approach make you highly effective in securing new business opportunities. You have an excellent understanding of the creative industries and current issues facing young people. You're driven by social justice and the need to create a more equitable industry for the next generation.

OUR PARTNERSHIP FRAMEWORK AND CURRENT PARTNERS

YOUTH MUSIC

INCOME + PROFILE + OPPORTUNITIES

INVESTMENT INTO CORE, FUNDS AND PROGRAMMES

National grants programme
Core funding and overheads

Investing in NextGen
Connecting with talent

Award Sponsorship
Campaigns + Give A Gig

Opportunities for NextGen
Platforming, Gifts, Mentoring

FUNDERS



BRANDS



MUSIC INDUSTRY



IN-KIND SUPPORT

WIDER INDUSTRIES



Key responsibilities

- To deliver and lead the Partnerships and Fundraising Strategy in line with business plan goals and income targets
- Proactively grow, develop and manage a comprehensive partner pipeline, grading and monitoring the progress of each prospect
- Create and deliver high quality partnership proposals, pitches, slide decks and funding applications
- Maintain budgets for fundraising, monitoring income received against targets, income versus expenditure ratios and return on investment
- Oversee the activities of fundraisers in the Engagement Team ensuring their active contribution and maintaining of the pipeline
- Support the management of flagship engagement projects, e.g. Youth Music Awards, Give A Gig, and other events
- Provide high quality account management to a portfolio of partners and supporters
- Coordinate impact reports, case studies and comms activities to support successful account management of partner portfolio
- Ensure that all supporters and regular or one-off donors are thanked in a timely fashion and kept in touch with on a regular basis

- Attend relevant networking events and conferences to grow our supporter base and establish new partnerships
- Continuously maintain Salesforce to ensure accurate and timely recording of all prospect progress and to produce regular, reconciled income reports
- Update the Director's Report each quarter with partnership and fundraising progress for trustees
- Ensure the Engagement Director and CEO is up to date with partnership and fundraising progress and involved where appropriate in attending meetings and events
- Line manage Engagement Assistant providing inspiring leadership, guidance and mentoring support including setting quarterly and annual objectives, carrying out 1to1s, and completing annual appraisal
- Work in collaboration with colleagues across the charity to ensure effective communication of plans and progress
- To actively contribute towards overall organisational strategy to embed a fundraising culture across the charity
- Ensure that all fundraising processes are compliant with GDPR and Fundraising Regulator requirements, and consistently refresh your knowledge in relation to this

Other duties

- Play an active role as a manager in role modelling the behaviours and values of the charity
- Attend the managers meetings, contributing towards the shared goal of achieving organisational excellence
- Contribute to organisational business planning for both the implementation of the current business plan and the devising of the new one
- Be proactive in identifying opportunities for learning and professional development to ensure continuous improvement

This job description is not necessarily an exhaustive list of duties but is intended to reflect a range of duties the post-holder will perform.

The job description will be reviewed regularly and may be changed in the light of experience and in consultation with the post-holder.

Person Specification

Essential

- Ability to think strategically and commercially coupled with an understanding of the fundraising landscape and the motivations behind donor support and effective partnership working
- Strong interpersonal and relationship management skills
- Excellent written and verbal communication skills with an ability to write and deliver high-quality, compelling presentations, pitches and proposals
- Proactive and highly organised with the ability to successfully manage projects, pipelines and budgets
- A great team worker with the ability to work collaboratively and flexibly
- A professional approach and the ability to be persistent, tactful, diplomatic and to maintain confidentiality
- Up-to-date knowledge of fundraising trends and practice
- IT skills including e.g. Outlook, Word, Excel and database software

Desirable

- Line management experience
- Ability to design and create compelling slide decks
- Experience of Salesforce or similar CRM
- Experience of working in a similar environment
- Background knowledge of the music industry and music education sector
- An interest in music, young people, and/or social justice issues affecting young people

This role will sit within the Engagement team and report to the Engagement Director.

Please note there may be occasional evening and weekend work, a recovery time policy is in place.





Salary and Benefits

Salary: £35,000 - £40,000 dependent on skills and experience

Pension: 8% of salary towards a non-contributory group pension

Contract: Permanent, Full Time, 37.5 hrs p/week

We operate a blended working approach where you will be required to work in the office two days a week, with Wednesdays being an all-staff day.

Location: The Print Rooms, London, SE1 0LH

Holidays: 25 days plus public holidays and additional days over Christmas holidays when the office is closed.

Additional benefits: These include death in service insurance, critical illness insurance, income protection insurance for illness, employee assistance programme, learning and development opportunities, a staff values committee, cycle to work scheme, and a loans programme to cover the initial cost of for example a gym membership.

How to apply

To apply please [visit our website](#) you'll need to complete the following, sending them to: jobs@youthmusic.org.uk with the subject line '**Partnership Manager**'. Please ensure you complete:

- Application Form
- Applicant Details Form
- [Equal Opportunities Form \(please click here this is an online anonymous form to complete\)](#)

We also accept video/audio applications, please include the same information shown in the written application format.

Deadline for applications: **9am, 11 September 2023**

We operate a two-stage interview process, and send interview questions in advance to shortlisted applicants.

1. Stage One: Suitable candidates will be offered an online interview via Teams on **Tuesday 26 September**.
2. Stage Two: Suitable candidates will then be invited to an in-person interview where they will be required to deliver a short task. This will be held on **Friday 29 September** at Youth Music's offices.

If you have any questions about the application process or the role, please contact constance.dingri@youthmusic.org.uk



Contact Us

Phone: +44(0)20 7902 1060

Email: jobs@youthmusic.org.uk

Website: www.youthmusic.org.uk

National Foundation for Youth Music

Studio LG01, The Print Rooms

164-180 Union Street

London

SE1 0LH

Registered Charity Number 1075032

Limited Company Number 03750674

Please see our [privacy policy](#) to find out more about how we handle your data. You can also find further information within the application form.

Youth Music Team at the Awards in October 2022



YOUTH MUSIC Awards 2022
IN ASSOCIATION WITH HAL LEONARD EUROPE

YouTube ticketmaster Levi's
HAL LEONARD EUROPE Marshall

YOUTH MUSIC Awards 2022
IN ASSOCIATION WITH HAL LEONARD EUROPE

Capitol amazon music Turtle Bay PPL
Spotify Dr. Martens TikTok

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